

Hart County Board of Registrars

November 21, 2013

3:00 P.M.

The following is a summary of the subjects discussed during the November 21, 2013 meeting:

Chief Registrar John Stercho presided with Registrars Jane Kay, Ronda Starks and Deputy Registrar/Clerk Mary Stephens in attendance.

1. Approve Minutes of previous board

Registrar Jane Kay moved to approve the meeting minutes from the board meeting of September 26, 2013. Registrar Starks seconded the motion. Motion passed unanimously.

2. Post Special Election Review

Deputy Registrar/Clerk Mary Stephens provided the final numbers from the Election Superintendent's office for the Special Election, Municipal Election, and SPLOSTs as follows:

**City of Hartwell:**

At the polls (7 precincts)		432
Absentee Ballots returned by mail	39	
Absentee Ballots in person	271	
<u>Total votes at the Board of Registrars' office</u>		<b>310</b>

**District 3 Commission Seat:**

At the polls (7 precincts)		288
Absentee Ballots returned by mail	32	
Absentee Ballots in person	186	
<u>Total votes at the Board of Registrars' office</u>		<b>219</b>

**SPLOST/E-SPLOST:**

At the polls (7 precincts)		760
Absentee Ballots returned by mail	63	
Absentee Ballots in person	384	
<u>Total votes at the Board of Registrars' office</u>		<b>447</b>

A special note: Total paper ballots mailed = 186; Total paper ballots received = 134.

3. Office staffing and personnel workloads

A general discussion amongst the registrars and clerk ensued, regarding varying the work days for registrars to enable cross-training and learning the various office processes and procedures to better handle the workload.

The possibility of constructing an operations manual was tabled due to the nature of work requirements being driven by external sources (the Secretary of State's office, legislation and/or statute changes, Department of Justice interpretations or challenges).

#### 4. New Special Election for BOC District 2

The next election to replace the vacant Commissioner District 2 seat was discussed but firm dates and possible other election criteria remains to be determined by the Georgia General Assembly in early 2014.

Registrar Stercho noted the BOC's insistence and belief that a maximum of three (3) staff is sufficient to handle early voting, absentee ballot processing, and Election Day coverage. Commissioner Dorsey and County Administrator Jon Caime claimed to have obtained certain information through the Secretary of State's regional liaison. The registrars and clerk discussed clarification on the "what size of the election" was mentioned and how the questions were posed to the liaison, as additional help has always been sought and approved by prior BOC actions. It was suggested that perhaps a follow-up discussion or explanation would help define the scope and magnitude of all work involved in conducting advanced voting.

Registrar Stercho also made note of BOC Chairman Bill Myers' offer to sit with the Board of Registrars when it meets to construct its next election budget request.

#### 5. Administrative details

A discussion commenced on whether or not to retain the post office box. The board by unanimous consent agreed to keep the mailing address and post office box as is: especially to protect absentee paper ballot handling.

Registrar Kay moved that the board accept Clerk Stephens' request to withdraw her letter. Registrar Starks seconded the motion. Motion carried unanimously.

#### 6. Other business

Registrar Kay expressed her appreciation and commendation upon the office and all who served to make this first election as efficient, effective, and professional as it was conducted in the board's new facility. A discussion commenced where registrars and the clerk shared the numerous positive comments and thanks expressed by the voters who participated in advanced voting. Such notable comments as "clean", "bright", "easily accessible" by several handicapped voters, "professional", and "comfortable".

Clerk Stephens noted how the board might need to reassess the layout and workflow for future elections should the BOC choose to hold fast on only funding for three staff. It was noted that in order to accommodate such AND handle absentee paper ballots as statutes require that the wall between the voting room and the ballot processing room would need to be removed. It was suggested that Registrar Stercho approach the county for an estimate on such renovation to the board's office space.

#### 7. Adjournment

Registrar Kay moved to adjourn the meeting. Registrar Starks seconded the motion. Motion carried.